

## ITEM CARD (SYLLABUS)

### Opis przedmiotu

Code course		Nazwa przedmiotu	PRACTICE AND PROCEDURES OF INTERNATIONAL TRADE		
E/O/I/NST/C.60			PRAKTYKI I PROCEDURY W HANDLU ZAGRANICZNYM		
Language		English			
Academic Year		2023/2024			
Direction of study		Economics			
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Level of education (study)		Level 1			
Profile of education (study)		General academic			
Form of study		Extramural			
Semester / semesters		6			
Belonging to a course groups		Faculativite course			
Course status		Elective			
Form of classes, hours, points ECTS		Form of classes	Number of hours	Number of points ECTS	
		Lecture	[h]	4 ECTS	
		Exercises	[h]		
		Seminar	25 [h]		
Relationship of subject	with profile of education (study)	Related to conducted scientific activity in the field of management and quality / economics and finance			1,5 ECTS
	with qualifications	-----			ECTS
	with discipline	Economics and finance			4 ECTS
Form of teaching		traditional - classes organized at the University / classes conducted using distance learning methods and techniques			
The criterion for the selection of students		All students of Economics			
Unit running course		Department of International Business and Finance			
Coordinator		Dr Izabela Młynarzewska-Borowiec			
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**COURSE OUTCOMES, METHODS OF TEACHING AND VERIFICATION OF THE EFFECTS OF EDUCATION**

Purpose of the course:	<i>The aim of the course is to familiarize students with the basic issues regarding the practice and procedures of international trade, including forms of international trade, international trade transactions, strategies of entering foreign markets, international trade customs and practices, methods of payment and settlement in international trade, etc.</i>
Course teaching content:	<p>The content of the course is related to scientific research.</p> <ol style="list-style-type: none"> <li><b>Overview of international trade</b>- international trade in global economy, major trends in international trade, determinants of international trade, influence of international trade in the national economy, international trade policy, customs policy, (2h, W1, BN)</li> <li><b>Doing business on international market</b>- internalization of a company and its determinants, strategy on international markets, indirect and direct trade, licensing, franchising, joint ventures, strategic alliances, FDI (2h, W1, BN)</li> <li><b>International trade transaction</b>- planning and preparation for export/import, specific features and phases of export/import transaction (preparation, realisation, closing and liquidation); making decision about the type of transaction; negotiations, their determinants, techniques and stages; business offer, export/import contract (definition, essential elements, basic clauses) (2h, W1, W2)</li> <li><b>Customs and practices in international trade</b>- international customs of trade, Incoterms 2020 rules (interpretation, classification, obligations of the parties in the contract) (2h, W2, K1, BN)</li> <li><b>Financing of foreign trade</b> - classification of the forms of foreign trade financing, commercial credits, short-term, medium and long-term bank credits, export factoring, eurocredits (2h, W1, W2)</li> <li><b>Settlements in international trade</b>- classification of international settlements, unconditional and conditional methods of payments, bill of exchange and cheque in international trade, countertrade (barter, counter purchase contracts, offset agreements, buy-back agreements) (2h, W1, W2)</li> <li><b>International logistic, risk and insurance</b>- determinants of logistic decisions, typical logistic problems and solutions, the international logistic process, transport modes (marine, airway, railway, road and intermodal transport), risk in foreign trade, insurance in international trade (2h, W1, W2)</li> <li><b>Complaints and disputes in international trade</b>- conflict risk in international business transactions, the role of mediations, the rules, pros and cons of arbitration (1h, W1, W2)</li> <li><b>Students' projects</b> (9h, U1, U2, K1, BN) <ol style="list-style-type: none"> <li>WTO-principles of trading system</li> <li>EU trade (customs) policy</li> <li>International and regional agreements and international trade</li> <li>International market research, sources of information about potential foreign markets and clients</li> <li>Negotiations with partners coming from different countries (the role of cultural differences in negotiations)</li> <li>Marketing on international market</li> <li>Documents in international trade</li> <li>Business offer, export/import contract (practical tasks)</li> <li>Incoterms 2020 (case studies)</li> <li>Documents in international trade (practical tasks)</li> </ol> </li> <li><b>Test (1h)</b></li> </ol>
Method of teaching:	<i>Lectures including multimodal presentations Practical methods (projects)</i>
Grading criteria, criteria for assessing learning outcomes, method of calculating the final grade:	<p><i>The condition for passing the course is to achieve all the required learning outcomes specified for the subject.</i></p> <p><i>Final grade: test (45%), project (45%), participation in discussion (10%).</i></p>

Education effects for the course in relation to the direction effects and form of classes	Verification methods of learning outcomes
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				(form check)	
Number of education effect	Description effects of education for the subject (PEU) Student who has completed the course (W) know and understands/(U) is able to /(K) is ready to::	Directional learning effect (KEU)	Form of realization of teaching	Examination form	Form check
W1	<i>defines basic terms in the field of international trade, trade policy and its instruments, the forms international market organisation, knows the role of international trade in national and global economy, knows the methods of doing business on international market and all the phases of trade transactions</i>	K_W09	<i>seminar</i>	<i>seminar grade</i>	<i>test</i>
W2	<i>has basic knowledge in the field of trade negotiations, foreign contracts, trade customs and practices, documents in international trade, methods of payments, transport and insurance in foreign trade</i>	K_W04	<i>seminar</i>	<i>seminar grade</i>	<i>test</i>
U1	<i>is able to indicate techniques and procedures that can be applied in the individual trade transaction; is able to prepare basic trade documents</i>	K_U04	<i>seminar</i>	<i>seminar grade</i>	<i>project</i>
U2	<i>Using the proper sources (in English) is able to prepare a paper concerning selected problem of international trade transaction and present it during classes</i>	K_U07 K_U08	<i>seminar</i>	<i>seminar grade</i>	<i>project</i>
K1	<i>is aware of practical nature of the discussed problems and is aware of the need to keep track of them on a regular basis and deepen knowledge and skills in the field of practice and procedures of international trade</i>	K_K01	<i>seminar</i>	<i>seminar grade</i>	<i>Discussion grade</i>

Recommended reading, literature supplement, teaching aids	
<p><b>Basic literature:</b></p> <ul style="list-style-type: none"> <li>• A. Fornalska-Skurczynska, M. Skurczynski (eds.), <i>Introduction to International Trade</i>, Gdansk University Press 2016</li> <li>• B.Seyoum, <i>Export-Import Theory, Practices and Procedures</i>, Routledge, New-York- London 2009</li> <li>• R.H. Folsom, G.M. Wallace, J.A. Spanogle, <i>Principles of International Business Transactions. Trade and Economic Relations</i>, Thomson West 2005</li> <li>• ICC, <i>Free INCOTERMS 2020 introduction</i>; <a href="https://iccwbo.org/publication/incoterms-2020-introduction/">https://iccwbo.org/publication/incoterms-2020-introduction/</a>; <a href="https://iccwbo.org/resources-for-business/incoterms-rules/incoterms-2020/">https://iccwbo.org/resources-for-business/incoterms-rules/incoterms-2020/</a></li> </ul> <p><b>Supplementary literature:</b></p> <ul style="list-style-type: none"> <li>• <i>Union Customs Code (UCC)</i>, <a href="https://eur-lex.europa.eu/legal content/EN/TXT/?uri=CELEX: 02013R0952-20200101">https://eur-lex.europa.eu/legal content/EN/TXT/?uri=CELEX: 02013R0952-20200101</a></li> <li>• <i>Incoterms (2020), The hidden champions of efficiency</i>, Deloitte, 2020; <a href="https://www2.deloitte.com/content/dam/Deloitte/de/Documents/consumer-business/Incoterms%202020%20-%20The%20hidden%20champions%20of%20efficiency_Deloitte.pdf">https://www2.deloitte.com/content/dam/Deloitte/de/Documents/consumer-business/Incoterms%202020%20-%20The%20hidden%20champions%20of%20efficiency_Deloitte.pdf</a></li> <li>• A. Watson, <i>Finance of International Trade</i>, Bankers Book Limited, London 1994</li> <li>• R. August, <i>International Business Law. Text, cases, and readings</i>, 2004</li> <li>• I. Młynarzewska, <i>The Theory of Customs Union: Trade Diversion and Welfare (Teoria unii celnej: Przesunięcie handlu a dobrobyt)</i>, w: J. Misala (red.), <i>Teoretyczne podstawy regionalnej integracji gospodarczej. Wybrane teksty (tłumaczenie tekstu R.J. Lipsey'a)</i>, Wydawnictwo Politechniki Radomskiej, Radom 2004.</li> <li>• <i>Statistical databases : Eurostat, databases of WTO, UNCTAD, IMF</i></li> <li>• <i>Current articles handed in by lecturers</i></li> </ul> <p>A detailed list of additional literature and web sources and teaching aids will be given by a teacher during the first class.</p>	

dent workload needed to achieve the assumed learning outcomes - balance of ECTS points
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Participation in classes, activities	Student's working hours [h]		
	Other hours. Contact (IGK)	Classes without a teacher – student's own work (ZBN)	Classes
Participation in Lectures/ Seminars	X	X	25 [h]
Participation in Exercises/Laboratories	X	X	X
Participation in the Consultation	5 [h]	X	X
Preparing to lectures/ exercises/seminars Preparation for an examination	X	70 [h]	X
Summary of student's workload	5 [h]/ 0,2 ECTS	70 [h]/ 2,8 ECTS	25 [h]/ 1 ECTS
Points of ECTS for subject	100 [h] / 4 ECTS		

Additional information and remarks
<p>For students with special needs, including those with disabilities and chronic illnesses, the methods and forms of verifying learning outcomes specified above (in the course syllabus) are appropriately adjusted to meet the individual needs of these students.</p> <p>"The detailed rules and rights of students with special needs, including those with disabilities and chronic illnesses, regarding participation, assessment, and examinations, are specified in the Study Regulations, Study Rules, and Procedures for Ensuring Accessibility of the Educational Process for Students with Special Needs, including those with disabilities and chronic illnesses."</p>